

MINUTES OF THE COURTHOUSE SECURITY MEETING OF JULY 1, 2016

Call to Order

The Courthouse Security Committee was called to order on July 1, 2016 at 8:07 am by Judge Sciascia.

Roll Call

Members in attendance were: Judge Sciascia, Judge Bauer, Steve Seim, Sheriff Dale Schmidt, Scott Smith, Russ Kottke, Mary Ann Miller, Lynn Hron, Kurt Klomberg, Bernie Mueller, Shelby Brandsma, Peggy Novak, Russ Freber, Greg Vollan.

Public Comment

There was no public comment.

Approval of Minutes

Motion by Miller to approve the minutes of the May 6, 2016 meeting, 2nd by Mueller, Motion Carried.

Report from Training Committee

Mueller reports that the annual tornado drill identified a problem with the notification system in that the 3rd floor of the Justice Facility did not hear the announcement. The cost of new wiring was discussed and whether this was to be included in the Security Upgrade – Freber/Judge Sciascia will follow up and advise the committee at the next meeting. Hron will confirm that Master Control at the jail will take over emergency notification of the Justice Facility.

Discussion was held regarding the order of command for evacuation of the Facility. Judge Bauer is first, Judge Sciascia second, Judge Storck third, Judge Pfitzinger fourth and Hron follows if no judge is available.

Security training is discussed for the employees. 2 sessions of 2 hours each will be held, one on an Emergency Planning and the other Active Shooter. Jan 11 and 19, 2017 have been set aside. Each year the 2nd Wednesday and 3rd Thursday in January should be set aside for continuing security training.

Lengthy discussion held regarding future training possibilities. The Committee would like to do a fire drill in October of 2017 and an active shooter drill in 2018 during business hours. Mielke is not in favor of closing the courthouse for training. Klomberg offers that his ADA's could get comp time if they worked on Martin Luther King Jr Day, which is a state holiday. Sheriff Schmidt and Judge Sciascia review the benefits of staff training. Suggestion was made to set up a temporary site at another county building for case/document filing purposes during the training time so employees can have an active shooter exercise. Tentative training scheduled for MLK Jr Day in 2018 with a temporary site to be explored. Mueller will confirm the Jan 2017 dates with Emergency Management and Sheriff's Office.

Continuity of Operations, Alternate Court location

Judge Sciascia has contacted facilities and there is availability in Fond du Lac, Jefferson, Waukesha, and Green Lake with Green Lake being the most likely workable solution. Right now there is no plan to visit Green Lake or the BD Municipal Court, which is a consideration for a small courtroom. Judge Sciascia may schedule a visit to these locations in the future. Mueller and Brandsma went to the recent county exercise in Mayville and there is room for the Child Support Agency there.

Attorney General Opinion on the Open Meeting Law requirement for court security meetings

Judge Sciascia has been advised that there is a consensus that the court security meetings do not need to be open but does not have anything in writing yet and is waiting for the written opinion.

New traffic control barrier at the Security Station

Judge Sciascia advises that the new control barrier is working well at the station. Sheriff Schmidt states the cost was \$200. Freber offers that handicap accessibility is an issue with the barrier. The cost for handicapped door openers would be approximately \$2,000 each and we would need 2 of them. The matter is referred to the Equipment and Capital Improvements sub committee.

Things to do before the next Security Committee meeting

Hron will check on the Jan 2017 training dates and make sure all court official calendars are clear. Freber will get information to Judge Sciascia on what wiring is included in the Security Upgrade project. Hron/Sciascia will look further info the 2018 MLK Jr training day temporary site. Hron will confirm that Master Control at the jail is taking over emergency notification for the Justice Facility. The Policy and Procedures sub committee will give a report at the October meeting.

New business

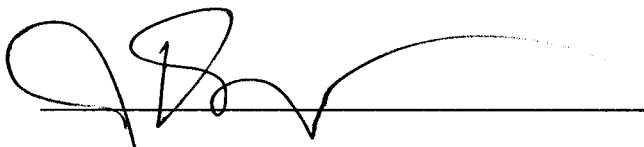

No new business

Date, time, and location of next meeting

The next meeting of the Courthouse Security Committee will take place following the October Law Enforcement Committee meeting on October 7, 2016 at 9:15 am in Room 3038C of the Dodge County Justice Facility, 210 W. Center Street, Juneau, Wisconsin.

Motion by Klomberg to adjourn, 2nd by Mueller, Motion Carried.

Meeting adjourned at 8:53 am.


Judge Joseph Sciascia
Lynn Hron, Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.